



NOTICE OF CLOSING DATE

May 14, 2004

EXAMINATION TITLE: SENIOR STRUCTURAL ENGINEER
EXAM BASE: OPEN
LOCATION: SPOT: SACRAMENTO, SAN DIEGO
FINAL FILE DATE: CONTINUOUS FILING

This is to announce the anticipated testing schedule for the continuous examination named above. Applications must be **POSTMARKED** by the application deadline (final filing date) indicated below. Applications postmarked, personally delivered, or received via interoffice mail after the deadline will be held for the next examination.

APPLICATION DEADLINE

June 11, 2004

ANTICIPATED INTERVIEWS

July/August 2004

DEPARTMENT OF GENERAL SERVICES
OFFICE OF HUMAN RESOURCES
SELECTION UNIT – Attn: Kathleen Daniel
P.O. BOX 989052
WEST SACRAMENTO, CA 95798-9052

OR

707 THIRD STREET, 7TH FLOOR
WEST SACRAMENTO, CA 95605
(916) 376-5400

California Relay
Telephone Service for the Deaf/Hearing Impaired:
From TDD 1-800-735-2929
From Voice 1-800-735-2922

SENIOR STRUCTURAL ENGINEER
OPEN EXAMINATION - SPOT: SACRAMENTO
SAN DIEGO, OAKLAND, LOS ANGELES

STATE OF CALIFORNIA
DEPARTMENT OF GENERAL SERVICES

SALARY RANGE: \$5590 - \$6790
FINAL FILING DATE: CONTINUOUS FILING



IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE SINCE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

WHO MAY APPLY This is an OPEN SPOT examination for the Department of General Services. Indicate in Block 1 of your Examination Application Form 678 where you wish to establish eligibility. Candidate may establish eligibility in one location. Persons who file for more than one location on one application or who file multiple applications will be placed in the spot location nearest their residence as indicated on the Examination Application Form 678. Indicate the location for which you are applying directly under the examination title. Anyone who meets the minimum qualifications as stated below may apply. Applications will not be accepted on a promotional basis. Career Credits do not apply.

HOW TO APPLY Applications are available upon request and may be filed in person or by mail. Resumes alone will not be accepted. Testing is considered continuous as dates can be set at any time. The Testing Office shown below will accept applications (Form 678) continuously and will notify and test applicants as needs warrant. APPLICANTS MAY APPLY ONLY ONCE IN ANY CONSECUTIVE 12-MONTH PERIOD. **FAXED APPLICATIONS WILL NOT BE ACCEPTED.** Submit applications to:

DEPARTMENT OF GENERAL SERVICES
OFFICE OF HUMAN RESOURCES/ATTN: KATHLEEN DANIEL
MAILING ADDRESS: P.O. BOX 989052
WEST SACRAMENTO, CA 95798-9052

STREET ADDRESS: 707 THIRD STREET, 7TH FLOOR
WEST SACRAMENTO, CA 95605

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

SPECIAL TESTING ARRANGEMENTS If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the application. You will be contacted to make specific arrangements.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION Applicants must meet the experience/education requirements by the final filing date. Your signature on your application indicates that you have read, understood and possess the qualifications required. Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either I", or "Or II", etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

NOTE: Applications/resumes **MUST** contain the following information: "to" and "from" dates (month/day/year), time base, civil services class title(s), and range, if applicable. College course information **MUST** include: title, semester or quarter credits, name of institution, completion dates, and degree (if applicable). **Applications/resumes received without this information may be rejected.**

MINIMUM QUALIFICATIONS **Either I**
Possession of a valid certificate to use the title of "Structural Engineer" under the statutes regulating the practice of civil engineering in California.
And
Experience: Five years of experience in structural engineering work involving the performance of increasingly complex duties, two years of which shall have been in charge of the structural design of major buildings.
And
Education: Equivalent to graduation from college with major work in civil or architectural engineering. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)
Applicants must show their certificate of registration as a structural engineer number, title, and expiration date on their Examination Application (Std. Form 678).

THE POSITION A Senior Structural Engineer does the more difficult types of structural engineering work involved in the review of the design of major buildings, such as school buildings, essential service buildings and other structures. Examine plans of important public buildings to determine their ability to withstand earthquake or wind and to safely carry such loads as may be imposed. Visits work under construction to determine whether materials and workmanship comply with the plans and specifications and passes upon the adequacy of inspection provided for the job; examines existing buildings for structural integrity at the request of state and local agencies; gives consulting assistance to architects, structural engineers, contractors, and school authorities regarding approval or disapproval of the work and interpretation of the requirements set up by the State; checks designs, specifications, and drawings; investigates foundation conditions for major buildings and other structures. Offers peer review of outside consultants and Division of State Architect plan reviewers.

Positions are located in **Sacramento, San Diego, Oakland and Los Angeles.**

EXAMINATION INFORMATION	<div>Qualifications Appraisal Interview – Weighted 100%</div> <p>This examination will consist of a Qualifications Appraisal Interview weighted 100% that includes a Structured Interview and Pre-Interview Written Exercises. In order to obtain a position on the eligible list, a minimum rating of 70% must be obtained.</p>
SCOPE	<p>In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:</p> <div><div>A. Knowledge of:</div><div><div>1. Graphostatics and stress analysis;</div><div>2. Strength, use and properties of the materials of building construction;</div><div>3. Standard specifications, loadings, and building codes applying to building and other structures;</div><div>4. Principles of effective supervision and directing the work of others.</div></div><div><div>B. Ability to:</div><div><div>1. Direct the work of others;</div><div>2. Inspect and judge the quality of structural engineering work in the office and field;</div><div>3. Analyze situations accurately and adopt an effective course of action;</div><div>4. Write clear and accurate reports and technical specifications</div></div></div></div>
ELIGIBLE LIST INFORMATION	<p>An OPEN-SPOT eligible list will be established for the Department of General Services. Names of successful candidates will be merged onto the list in order of final scores regardless of the date eligibility is established. Eligibility expires 12 months after it is established.</p>
VETERANS' PREFERENCE	<p>Veterans' Preference Credit will not be granted in this examination since it does not qualify as an entrance examination under the law.</p>

GENERAL INFORMATION

It is the candidate's responsibility to contact the DGS Office of Human Resources at (916) 376-5400 three days prior to the written test date if s/he has not received his/her notice; or three weeks after the final filing date if there is no written test.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, s/he will be rescheduled upon written request.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department, the Department noted on the bulletin or on the Internet at <http://www.spb.ca.gov>.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Department of General Services reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with the civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant as determined by the departmental testing office. Ordinarily, interviews are scheduled in Sacramento, San Francisco and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire from one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open exams investigation may be made of employment records and personal history--fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the depth, breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her efforts toward self-development.

Veterans' Preference: If this examination is an entrance examination as defined in Government Code Section 18973.5, veterans' preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' CREDITS. Directions for applying for veterans' preference are on the Veterans' Preference Application form which is available from the State Personnel Board office and the Department of Veterans Affairs, P. O. Box 1559, Sacramento, CA 95807.

High School Equivalence: Equivalent to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

CALIFORNIA DEPARTMENT OF GENERAL SERVICES ♦ OFFICE OF HUMAN RESOURCES
MAILING ADDRESS: P.O. BOX 989052 ♦ West Sacramento, CA 95798-9052 ♦ Telephone (916) 376-5400
STREET ADDRESS: 707 Third Street, 7TH Floor ♦ West Sacramento, CA 95605

TDD is a Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device.
California Relay (Telephone) Service for the Deaf or Hearing Impaired:
From TDD phones 1-800-735-2929 ♦ Voice 1-800-735-2922